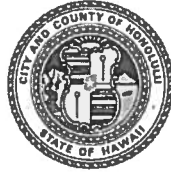


**ETHICS COMMISSION
CITY AND COUNTY OF HONOLULU**

715 SOUTH KING STREET, SUITE 211 • HONOLULU, HAWAII 96813-3091
PHONE: (808) 768-7786 • FAX: (808) 768-7768 • EMAIL: ethics@honolulu.gov • INTERNET: www.honolulu.gov/ethics

KIRK CALDWELL
MAYOR



JAN K. YAMANE
EXECUTIVE DIRECTOR
AND LEGAL COUNSEL

AGENDA

Date: September 21, 2016
Time: 11:30 a.m.
Place: Standard Financial Plaza
Conference Room, Suite 211
715 South King Street
Honolulu, Hawaii 96813

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**MEMBERS OF THE PUBLIC ARE ENCOURAGED TO SPEAK AND/OR SUBMIT
WRITTEN TESTIMONY ON ANY AGENDA ITEM**

ORDER OF BUSINESS

- I. Call to Order, Public Notice, Quorum
- II. New Business
 - A. Chair's Report
 1. Announcements, Introductions, and Correspondence
 2. For Action: Approval of Open Session Minutes of August 31, 2016
 3. For Action: Approval of Executive Session Minutes of August 31, 2016

The Commission may convene an executive session pursuant to Section 92-5(a)(4), Hawaii Revised Statutes (HRS), to consult with the Commission's attorneys regarding questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities.

B. Executive Director and Legal Counsel's Report

1. Staff Work Reports Summary
2. Statistics – Complaints, Requests for Advice
3. Budget
 - a. FY2017 Operating Budget
 - b. FY2018 Operating Budget Request
4. Ethics Training Program
5. Charter Amendments
6. Audit
7. COGEL Conference – December 2016

C. For Discussion and Action: Strategic Planning

D. For Discussion and Action: Create Standing Committee for Rule-Making

E. Expectations for the Executive Director and Legal Counsel

F. For Discussion and Action: Personnel Evaluation Form for the Executive Director and Legal Counsel

G. For Discussion: Kealoha v. Totto, Civil No. 16-1-1166 GWBC in the Circuit Court of the First Circuit, State of Hawaii

The Commission may convene an executive session pursuant to Section 92-5(a) (4), HRS, to consult with the Commission's attorneys regarding questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities.

III. Executive Session

A. For Discussion and Action: Independent Ethics Investigator Retained Due to Conflict of Interest

Pursuant to Section 92-5(a), HRS, the Commission will consider the hire, evaluation, dismissal, or discipline of an officer or employee where consideration

of matters affecting privacy will be involved; and pursuant to Section 92-5(a)(4), HRS, to consult with the Commission's attorneys regarding questions and issues pertaining to the Commission's powers, duties, privileges, immunities, and liabilities.

IV. Adjournment

SPEAKER REGISTRATION

Prior to the Day of the Meeting: Persons wishing to testify are requested to register their name, phone number and agenda subject matter via email at ethics@honolulu.gov; or by calling 768-7787 or 768-7791.

On the Day of the Meeting: Persons who have not registered to testify by the time the Commission meeting begins will be given the opportunity to speak on an item following the oral testimonies of the registered speakers.

Each speaker is limited to a three-minute presentation on each item.

WRITTEN TESTIMONY

Prior to the Day of the Meeting: Testimony may be emailed to ethics@honolulu.gov or faxed to 768-7768.

On the Day of the Meeting: Submit 10 copies of written testimony to Commission staff.

Individuals who require special needs accommodations are invited to contact the Honolulu Ethics Commission at 768-7787, via facsimile at 768-7768, or email ethics@honolulu.gov at least 4 **working days** in advance of the meeting.

All handouts will be posted at www.honolulu.gov/ethics/meetings.html